



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Bill Pease • Vice-President – Robert Leete • Director – Kevin Graves • Director – Mark Simon • Director – Chris Steele

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday April 20, 2016

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order - 7:00 p.m. by President Pease

Pledge of Allegiance – Led by Director Leete

Roll Call – All Present with the exception of Director Steele

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of regular meeting for April 6, 2016

2. Approve Register of District Invoices

Motion by: Director Simon to approve the Consent Calendar

Second by: Vice-President Leete

Vote: Motion Carried – AYES: 4 – President Pease, Vice-President Leete, Director Graves, Director Simon, NOES: 0, ABSENT: 1 – Director Steele

D. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of March 2016

Project Manager Berney Sadler – Provided the details of the March 2016 Monthly Operations Report. There was discussion between the Board and the Project Manager.

E. BUSINESS AND ACTION ITEMS

1. Notice of Completion and Release of Retention for Plant No. 2 Secondary Improvements Project Interim General Manager Kutsuris – The General Manager reported that after the issuance of the agenda report it was found that the item is not complete. The General Manager requested that the Notice of Completion be pulled and brought back when the project is concluded.

Motion by: Director Simon to remove the Notice of Completion and Release of Retention for Plant No. 2 Secondary Improvements Project due to not being complete; bring back to the Board once the project is complete.

Second by: Director Graves

Vote: Motion Carried – AYES: 4 – President Pease, Vice-President Leete, Director Graves, Director Simon, NOES: 0, ABSENT: 1 – Director Steele

2. Wastewater Master Plan Plant No. 1 Update – Regarding the relative cost to maintain Plant No. 1 or to move facilities to Plant No. 2 – Accept Report from Stantec Inc.

Interim General Manager Kutsuris – Provided the details of the analysis prepared by Stantec and explained that further analysis is warranted.

Motion by: Director Graves to accept the report from Stantec, Inc. and not to adopt as an amendment to the Master Plan and bring back after further analysis.

Second by: Director Simon

Vote: Motion Carried - AYES: 4 – President Pease, Vice-President Leete, Director Graves, Director Simon, NOES: 0, ABSENT: 1 – Director Steele

F. INFORMATIONAL ITEMS ONLY - NONE

None

G. PRESENTATIONS

1. East County Volunteers For Equal Protection Hal Bray – Funding for East Contra Costa County Fire Protection District

Hal Bray East County Volunteers For Equal Protection – Provided a presentation regarding possible funding for the East Contra Costa County Fire Protection District. There was discussion between the Board and Mr. Bray.

2. Gustavo "Gus" Vina – Fire and Medical Services Task Force

Mr. Gustavo "Gus" Vina – Provided the details of the Fire and Medical Services Task Force, and their community engagement and possible funding options for medical and fire services. There was discussion between the Board and Mr. Vina.

There were 3 Public Comment Speakers – comments regarding the funding for East Contra Costa County Fire Protection District:

Jack Weir, President Contra Costa Taxpayers Association, Bob Mankin, David Piepho.

President Pease – Requested Legal Counsel provide a report on steps necessary to reallocate taxes and an opinion on the possibility of an MOU between agencies to reallocate taxes to benefit fire services.

Legal Counsel Attebery - Stated that the item has already been directed – have dealt with this issue in terms of the LAFCO – detachment issue.

Hugh Henderson Chief East Contra Costa Fire Protection District – Stated that their Legal Staff is working on a White Paper and will share the information with the District.

H. PRESIDENT REPORT AND DIRECTORS' COMMENTS

President Pease – Provided the details of the Contra Costa County Special Districts Association meeting on April 18, 2016

I. MANAGER'S REPORTS – Discussion and Possible Action

1. Update Board on implementation of Special PG&E Funding Projects

Parks and Landscape Manager Miller – Provided the details of the Special PG&E Funding Projects regarding the small and large dog fencing, water station, benches, and picnic tables for the Dog Park; the ADA access gate to the swimming pool; south rolling access gate; and the archery poles for back drop. There was discussion between the Interim General Manager, the Board and the Parks and Landscape Manager.

Interim General Manager – Stated that Brian has been working very hard and doing an exceptional job – projects coming in right within budget and no change orders. Also, noted that Clipper Drive landscaping reflects the talent and hard work of our landscaping group.

J. GENERAL MANAGER'S REPORT – Discussion and Possible Action

1. Fire Hydrant Access

Interim General Manager Kutsuris – Provided the details of Fire Hydrant Access – working on a policy that will be brought back to the Board.

Interim General Manager Provided additional details regarding Earth Day, on Saturday, April 24; thanked the Board for the completion of their training for Harassment and Ethics Compliance in order to complete the application for the District of Distinction and the District of Transparency; Recreation – requesting that Mac Kaiser attend the next meeting to provide an update and from there do monthly report updates during high peak season; Fire Station – productive meeting with the Fire Chief; Veolia Contract is being wrapped

up and expect to have signed either this week or early next week.

K. DISTRICT LEGAL COUNSEL REPORT

None

L. SUB-COMMITTEE UPDATES – Discussion and Possible Action

1. Park and Recreation Sub-Committee meeting – President Pease stated that there was not a meeting.
2. Finance Committee meeting – Vice-President Leete provided the details of the meeting in regards to the DRAFT Budget.

M. CORRESPONDENCE – Discussion and Possible Action

1. R – Contra Costa County Aviation Advisory Committee meeting minutes 02-11-2016
2. R – Contra Costa County Aviation Advisory Committee meeting minutes 03-10-2016
3. R – East Contra Costa Fire Protection District meeting minutes 03-07-2016
4. R – Contra Costa Special District Association Legislative Update 04-18-2016 meeting

N. PUBLIC RECORD REQUESTS RECEIVED

O. FUTURE AGENDA ITEMS

None

P. ADJOURNMENT

The meeting adjourned at 8:32 p.m. to the next Regular meeting of May 4, 2016 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 04-25-16

<http://www.todb.ca.gov/agendas-minutes>